

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, April 27, 2020**

The regular meeting of the Monroe Planning Commission was held on Monday, April 27, 2020 at 7:00 p.m., via Zoom online meeting platform.

CALL TO ORDER

Chair Tuttle called the meeting to order at 7:10 p.m.

ROLL CALL

Planning Commission Secretary Gina Pfister called the roll.

Commissioners Present: Chair Tuttle, Vice-Chair Bull, Commissioner Jensen, Commissioner Fisher, Commissioner Miller, Commissioner Stanger, and Commissioner Nugent.

Staff Present: Community Development Director Ben Swanson; Principal Planner Shana Restall, Senior Planner Anita Marrero; and Clerical Specialist Gina Pfister.

PUBLIC COMMENTS

There was not a public comment portion of the meeting pursuant to Governor Jay Inslee's OPMA guidance related to the COVID-19 pandemic.

APPROVAL OF MINUTES

- March 9, 2020
- April 13, 2020

Commissioner Jensen moved to approve the meeting minutes of March 9, 2020. The motion was seconded by Commissioner Bull. Motion carried 7-0.

Commissioner Jensen moved to approve the meeting minutes of April 13, 2020. The motion was seconded by Commissioner Miller. Motion carried 7-0.

PUBLIC HEARING

1. Floodplain Regulations

Chair Tuttle opened the public hearing opened at 7:14 p.m.

Ms. Anita Marrero, Senior Planner, led Commissioners through a PowerPoint presentation highlighting the following topics:

- Floodplains & shoreline boundaries; and reviewed the map
- FEMA deadline of June 19, 2020
- Flood damage prevention ordinance
- National Flood Insurance Program (NFIP)
- Updated Flood Insurance Rate Maps (FIRMs)
- Community Rating System (CRS)
- Code changes; and recommended action

Commissioner Jensen moved to open the public comment portion of the public hearing. The motion was seconded by Commissioner Fisher. Motion carried 7-0.

There were no comments from the public.

Commissioner Jensen moved to close the public comment portion of the public hearing. The motion was seconded by Commissioner Fisher. Motion carried 7-0.

Discussion ensued relating to the following: initiated changes, and state requirements.

Commissioner Jensen moved to close the public hearing. The motion was seconded by Commissioner Nugent. Motion carried 7-0.

Commissioner Jensen moved to direct staff to draft Findings of Fact and Conclusions of Law for the Planning Commission that recommend that the Monroe City Council approve the proposed amendments to Chapter 14.01 MMC, Flood Hazard Area Regulations. The motion was seconded by Commissioner Fisher. Motion carried 7-0.

DISCUSSION BY COMMISSIONERS AND STAFF

Commissioner Miller commented on a recent positive interaction with Monroe Police while walking on Main Street.

Ms. Marrero briefed Commissioners on a request from the Parks & Recreation department asking for support for an RCO grant letter. Ms. Marrero will bring the draft letter to the next Planning Commission meeting.

Ms. Marrero provided Commissioners with a Community Development update related to the following topics: construction, inspections, permits, and pre-application meetings.

Mr. Swanson commented on Proclamation 20-25 issued by Governor Jay Inslee and impacts to the Community Development department; and that James Palmer, Economic Specialist, is helping with outreach efforts.

Chair Tuttle commented on the joint [Mayors letter](#) to Governor Inslee advocating for a path forward.

Commissioner Jensen and Mr. Swanson engaged in brief discussion relating to the following topics: new business activity since the COVID-19 pandemic; current permit activity; virtual meetings; proclamation guidance.

Commissioner Nugent provided an Economic Development Advisory Board (EDAB) update; and noted EDAB will meet weekly until further notice.

Commissioner Stanger commented on the following topics: cancellation of April Parks Board meeting; and Governor Inslee's updated construction guidance.

Commissioner Bull and Ms. Marrero engaged in a brief discussion regarding ongoing construction at Rivers Edge apartments.

Commissioner Fisher encouraged everyone to wear personal protective equipment (PPE) during the pandemic.

Ms. Pfister noted that Leigh Anne Barr would be returning on May 11, 2020.

Chair Tuttle commented on the following topics: EDAB meetings; Homelessness Policy Advisory Board (HPAC) communication plan; community celebration efforts for the graduating class of 2020; and thanked Commissioners for meeting attendance.

ADJOURNMENT

Commissioner Jensen moved to adjourn at 7:57 p.m. The motion was seconded by Commissioner Fisher. Motion carried 7-0.

Bridgette Tuttle
Chair

Gina Pfister
Planning Commission Secretary